

Ankeny Community Theatre Board Meeting Minutes

August 7, 2019

Members Present: James Machamer, Valerie Stratton, Tamra Mullen, John Claes, Whitney Welp, Doug Moon, Cheryl Clark, Susan Casber, Stacie Bendixen, Becky Harden

Members Absent: Ali Kirwen, Tammy Sposeto, Matt Tuttle

The meeting was called to order at 6:32 PM by James.

General announcements:

The Cloris Awards nomination announcement party is on Thursday, Aug. 8 at the Des Moines Social Club.

July Meeting Minutes:

Correction: Stacie Bendixen was in attendance. Tamra moved to accept the minutes with this noted change; Cheryl seconded; motion passed.

Treasurer's Report:

Doug updated that Sean Kearney reports his check was placed in his account. Doug reported this to Veridian and there was a mistake related to duplicate check numbers. Becky moved to accept the report; Susan seconded; motion passed.

Committee Reports: see attachments for full report details

Building & Operations:

The board approved Michael Porche's purchase for a shelf but do not want it to be put in the box office due to aesthetics and access for non-board member volunteers.

Data Management:

No additional information.

Education:

No additional information.

Finance:

No additional information.

Fundraising:

No additional information.

Marketing:

No additional information.

Membership & Sales:

See annual member meeting under old business.
No other additional information.

Play Selection:

Cheryl reported that the bookstore "Plot Twist" is closing. She will work on a new place that will keep a copy of a script for people to preview.

Production:

No additional information.

Volunteers:

Discussed the case when someone signs up for multiple volunteer spots for one show and then cancels close to that date and possible backup plans. Whitney will watch for this type of occasion and bring it to the board's attention to be aware of.

Old Business:**Ankeny District August "Color My World" Art Festival**

Overall attendance was not great. Discussions being held regarding next year with more advanced planning to increase participation.

Annual Member Meeting

Being held at the theatre.

Stacie reported that Main Street Café will donate 2 cakes if we buy 2 cakes for the annual meeting.

John reported he is working on a Family Feud type game for the ACT annual meeting.

Discussed favorite actor/actress awards committee members.

Whitney is developing the power point slides.

Discussed recognizing members who have passed away this last year.

See Darel Hildreth awards below.

Stacie will continue to reach out and convey further details and needs to the board members.

Camp Incident/Insurance Claim:

James reported that the damages to the church windows came to \$2350. The church has a \$5000 deductible but ACT insurance has no deductible. James has filed a claim with our insurance company to cover this cost to the church. It will be up to the insurance company if they want to try to recoup the costs from the family.

Future of Camp/Education:

Lengthy discussions regarding the separate meeting held about future camp/education and the summary of multiple benefits and challenges with holding summer camps. We also offer children's education and activities with our "single shot activities" such as on-site socials, library workshops, children's matinees on MLK weekend, etc.

Discussed need to have strategic planning with a professional to help guide the future of the theatre, not only with camp/education, but give the board guidance on the future priorities of the success. James will discuss situation with Lynn Arterburn and ask to put planning on hold a few months until the strategic planning is completed.

New Business:**Volunteers Tickets**

Cheryl made a motion that the volunteer committee come up with a policy for criteria for which type of volunteers on which committees are eligible for 3-show punch cards; Valerie seconded; motion passed.

Board Training Event

Susan motioned that ACT reimburse any board member or future board member to attend a board training hosting by the Community Foundation of Greater Des Moines on September 12th 3-5 PM (cost \$20/person); Tamra seconded; motion passed.

Discussion held regarding possible reimbursement for persons to attend the ICTA Convention March 27th and 28th including workshops and gala. James made a motion to reimburse the cost up to \$75 per person; Whitney seconded it; motion passed.

Nominees for Darel Hildreth Award

Reminder: We will no longer have multiple nominees and have the membership vote for a winner; instead, the volunteer committee will propose and the board will approve whatever number of winners deemed deserving that year.

Whitney proposed the 2019 honorees: Adam Haselhuhn, Joe Kirwen, and Kathy Polson.

Doug moved to accept these honorees; Cheryl seconded; motion passed.

We will continue the plaque with names of the winners. Last year's winners, Cheryl Clark and Matt Tuttle, need to be added.

New Mission and Vision Statements

Stacie proposed our new mission and vision statements which resulted from the board's input in spring 2018.

Mission: Ankeny Community Theatre's mission is to provide quality live theater entertainment and participation opportunities for Central Iowa community members.

Vision: Ankeny Community Theatre is a vital part of the cultural landscape that enhances the quality of life in our community, and is a welcoming place where people of diverse backgrounds have fulfilling theatrical experiences.

Susan moved to accept the new mission and vision statements; Tamra seconded; motion passed.

2019-2020 Ticket Prices

Stacie presented the proposal to raise the senior prices for musicals from \$17 to \$18. John moved to accept this price change; Doug seconded; motion passed.

Consensus to keep the studio series prices the same this year.

Adult beverages at annual meeting

Stacie brought up idea of serving wine and beer at annual meeting (of no cost to members) however, decision was to wait until we get our liquor license.

John motioned to adjourn; Cheryl seconded; and the motion was passed. Meeting was adjourned at 8:47 PM.

Upcoming board meetings:

Wednesday, September 4, 6:30 p.m.

Annual Member Meeting - Sun., Sep. 15th, 2:00 PM